

**BY ORDER OF THE  
SECRETARY OF THE AIR FORCE**

**AIR FORCE INSTRUCTION 36-2644**

**2 APRIL 2012**

**Personnel**



**SELF-AID AND BUDDY CARE TRAINING**

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This Instruction implements Air Force Policy Directive (AFPD) 36-26, *Total Force Development*. It outlines requirements for Self-Aid and Buddy Care (SABC) Training and establishes training objectives. This instruction applies to Active Component (AC), Air Reserve Component (ARC), and designated civilian employees, unless otherwise specified, and may be supplemented at any level, but all direct Supplements must be routed to the Office of Primary Responsibility (OPR) of this publication for coordination prior to certification and approval. **Note:** Guidance in this Instruction applicable to Major Commands (MAJCOMs) also applies to Headquarters Air Force (HAF), National Guard Bureau (NGB), geographically separated units (GSU), and Limited Scope Facilities. The term GSU includes detachments and operating locations. All references to wings include installations and bases. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afirms/afirms/afirms/rims.cfm>. Refer recommended changes and questions about this publication to the OPR using the AF Form 847, *Recommendation for Change of Publication*; route AF Form 847s from the field through the appropriate functional's chain of command. With the exception of deviations for SABC hands-on training instructors, which are addressed in paragraph 12 below, AF/SG3 is the sole authority for granting waivers, exemptions, and deviations from this instruction.

## ***SUMMARY OF CHANGES***

AFI 36-2238 has been rescinded and replaced with this Instruction. The document has been substantially revised and must be completely reviewed. Major changes include those that pertain to the frequency of SABC training as outlined in AFI 36-2201, *Air Force Training Program*, guidance on SABC program Staff Assistance Visits (SAVs), the transition of SABC hands-on training from Expeditionary Skills Training (EST) Tier 2B to Tier 2A, SABC Computer Based Training (CBT) and SABC hands-on training exemptions, standardization of SABC hands-on training, SABC hands-on training instructor evaluations, standardization of SABC hands-on instructor course, and changes to the SABC training waiver, exemption, and deviation process.

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### *Section A—Objectives*

**1. Training Objectives.** SABC provides basic first-aid training to preserve life, limb, and eyesight in a deployed environment or during an emergency at the home unit. This training may prevent long term disabilities and enable wounded casualties to survive until additional medical care is provided.

### *Section B—Requirements*

#### **2. Personnel Who Receive SABC Training.**

2.1. SABC is a Tier 2A, Deployment-Ready EST requirement. Completion of this training is a requirement to maintain mission-ready status to produce a deployment-ready AF individual, up to and including a Major Combat Operation (MCO).

2.1.1. All AF personnel (Regular AF, Reserve, and ANG) and designated civilian employees, regardless of duty location, are required to receive SABC training.

2.1.2. Designated civilian employees are defined as those individuals who have an SABC training requirement referenced in their individual contract or position description.

2.2. AF personnel will maintain proficiency by completing EST Tier 2A training as they prepare for their postured AEF vulnerability period.

2.3. SABC training must be completed IAW EST Tier 2A requirements listed for their specific AEF Tempo Band on the AEF On-Line, Pre-Deployment Training page at <https://aef.afpc.randolph.af.mil/Predeployment.aspx>.

2.3.1. To be considered fully SABC trained, personnel must successfully complete the SABC CBT and SABC hands-on training, excluding personnel that are exempt IAW paragraph 7.2 of this publication. The date personnel complete the hands-on training class will also be the SABC training completion date.

2.4. Personnel must be current in SABC training prior to departing the unit for deployments or PCS.

2.5. Other personnel as required by the unit commander.

2.6. If a unit does not have a SABC program, contact the wing SABC advisor for assistance.

### *Section C—Responsibilities*

#### **3. Air Force Medical Support Agency/Operational Support and Training Division (AFMSA/SGXT).**

3.1. Recommends SABC training policy changes to HAF Surgeon General (SG) and establishes training requirements.

3.2. Provides professional guidance and technical expertise on all AF SABC programs. Approves curriculum related to SABC training for all AF formal courses.

3.3. With the exception of deviations for SABC hands-on training addressed in paragraph 12 below, reviews and validates AF requests for SABC training exemptions, waivers, and deviations and forwards to AF/SG3 for approval.

#### **4. Major Command/Command Surgeons Office (MAJCOM/SG) and Air Force Reserve Command Surgeon (HQ AFRC/SG).**

4.1. Appoints primary and alternate MAJCOM SABC advisors for the SABC program.

4.1.1. MAJCOM/SG and HQ AFRC/SG staff appoints primary and alternate SABC monitors and SABC hands-on training instructors for their organizations.

4.2. Confirms primary and alternate MAJCOM SABC advisor appointments through use of the standardized appointment letter template located on the AFMS Knowledge Exchange SABC Knowledge Junction (accessed through the AF Portal) or at <https://kx.afms.mil/sabc>.

4.3. Provides consultation, professional guidance, and technical expertise for wing and unit SABC advisors, to include tenant units located on the host wing installation, GSUs, and limited scope facilities.

4.4. Ensures Wing SABC programs are conducted IAW current AF guidance.

4.5. Recommends SABC training changes to AFMSA/SGXT for consideration through the SABC workflow box at [afsabc.workflow@pentagon.af.mil](mailto:afsabc.workflow@pentagon.af.mil).

4.6. Reviews and validates requests for SABC training exemptions, waivers, and deviations. Forwards proposed training exemptions to AFMSA/SGXT for consideration, IAW Section E of this publication, through the SABC workflow box at [afsabc.workflow@pentagon.af.mil](mailto:afsabc.workflow@pentagon.af.mil).

#### **5. MAJCOM SABC Advisor.**

5.1. Provides consultation, professional guidance, and technical expertise for wing and unit SABC advisors, to include tenant units located on the host wing installation, GSUs, and limited scope facilities.

5.2. Submits copies of MAJCOM SABC advisor appointment letter to AFMSA/SGXT and all Wing SABC advisors within five duty days of appointment, or by the next Unit Training Assembly (UTA) for ARC units.

5.3. Executes administrative and training management duties for the SABC program.

5.4. Possesses a medical Primary or Duty Air Force Specialty Code (AFSC) in order to adequately provide oversight of the SABC program.

#### **6. Wing-Level Responsibilities.**

##### **6.1. Wing Commander:**

6.1.1. Maintains oversight of the SABC program for the wing, to include tenant units located on the host wing installation, GSUs, and limited scope facilities.

6.1.2. Based on the recommendation of the Medical Treatment Facility (MTF) Commander or the Medical Unit Commander (if applicable), appoints primary and alternate wing SABC advisors and notifies unit commanders of appointment.

- 6.1.2.1. Utilizes the standardized appointment letter template located on the AFMS Knowledge Exchange SABC Knowledge Junction, which is accessed through the Air Force Portal or at <https://kx.afms.mil/sabc>.
- 6.1.3. Ensures all required personnel maintain SABC currency IAW current AF guidance.
- 6.1.4. Ensures members of the exercise evaluation team (EET), who evaluate the SABC program, are SABC hands-on training instructors in order to adequately inspect and audit the SABC program.

**6.2. Military Personnel Flight (MPF):**

- 6.2.1. Includes confirmation of current SABC training (SABC CBT and hands-on training) on out-processing checklists for personnel scheduled for deployments or permanent change of station (PCS).
  - 6.2.1.1. SABC training documentation is located in the Advanced Distributed Learning System (ADLS) transcript.

**6.3. MTF Commander/Medical Unit Commander (if applicable):**

- 6.3.1. Supports the SABC program by providing consultation, professional guidance, and technical expertise to wing and unit SABC advisors, to include tenant units located on the host wing installation, GSUs, and limited scope facilities.
- 6.3.2. Recommends individuals with medical Primary or Duty AFSCs as primary and alternate wing SABC advisors to the Wing Commander.

**6.4. Wing SABC Advisor:**

- 6.4.1. Provides consultation, professional guidance, and technical expertise for unit SABC monitors, to include tenant units located on the host wing installation, GSUs, and limited scope facilities.
- 6.4.2. Submits copies of wing SABC advisor appointment letters to all unit commanders and to the MAJCOM SABC advisor within five duty days of appointment, or by the next UTA for ARC units.
- 6.4.3. Must be SABC hands-on training instructor in order to adequately manage the SABC program.
- 6.4.4. Schedules and conducts SABC instructor courses IAW paragraph 10 of this publication and AFMSA/SGXT guidance.
- 6.4.5. Conducts a SAV of each unit's (to include tenant units located on the host wing installation, GSUs, and limited scope facilities) SABC program once every two calendar years IAW AFMSA/SGXT guidance.
  - 6.4.5.1. Subject matter experts (SMEs) can be utilized to support SAVs. SMEs must be current SABC hands-on training instructors in order to adequately perform SAVs of the SABC program.
  - 6.4.5.2. SMEs must be approved in writing by the individual's unit commander and the wing SABC advisor.

6.4.6. Briefs SAV results to unit commander and the unit SABC monitor no later than (NLT) 5 duty days after conducting the evaluation or by the next UTA for ARC units.

6.4.6.1. Unit commanders will determine the type of SAV briefing required (i.e. informally or formally).

6.4.7. Completes written reports and routes the report through the Wing commander NLT 15 duty days after SAV completion.

**6.5. Unit Commander:**

6.5.1. Supports the SABC program.

6.5.2. Appoints a primary and alternate SABC monitor to manage the unit's SABC program.

6.5.2.1. Utilizes the standardized appointment letter template located on the AFMS Knowledge Exchange SABC Knowledge Junction.

6.5.3. Appoints SABC instructors to teach SABC hands-on training.

6.5.3.1. Utilizes the standardized appointment letter template located on the AFMS Knowledge Exchange SABC Knowledge Junction.

6.5.3.2. Ensures sufficient training materials are present and available to instruct SABC hands-on training.

6.5.3.2.1. Purchases approved SABC hands-on training instructor kits and replacement parts IAW Attachment 3 of this publication. Instructions on how to purchase these items are located on the AFMS Knowledge Exchange SABC Knowledge Junction.

6.5.3.2.2. Manages the selection of unit SABC instructors to allow flexibility in training schedules and continuity of SABC hands-on training when instructors leave the unit.

6.5.4. Ensures all required unit personnel maintain SABC currency IAW current AF guidance.

6.5.4.1. Required personnel are defined as those personnel who are assigned or work within the unit (i.e. personnel assigned to tenant units, GSUs, limited scope facilities, or PAS coded differently than the unit).

**6.6. Unit SABC Monitor:**

6.6.1. Must be SABC hands-on training instructor in order to adequately manage the SABC program.

6.6.2. Submits appointment letter to the wing SABC advisor within five duty days of appointment, or by the next UTA for ARC units.

6.6.2.1. ARC units, GSU's, and Limited Scope Facilities will send appointment letter to their host wing SABC advisor and to their MAJCOM SABC advisor.

6.6.3. Monitors the number of unit SABC instructors to allow flexibility in training schedules and continuity of SABC hands-on training when instructors leave the unit.

6.6.3.1. Receives nominations for trainees demonstrating SABC instructor potential.

6.6.3.1.1. Interviews potential candidates to determine eligibility to provide SABC hands-on training and schedules instructor training as appropriate.

6.6.3.2. Ensures SABC hands-on training instructor to trainee ratio does not exceed 1 instructor to every 10 trainees (1:10). Group training that exceeds 1 instructor per 10 trainees is not authorized.

6.6.4. Schedules unit personnel, including personnel assigned to tenant units located on the host wing installation, GSUs, and limited scope facilities, for SABC hands-on training IAW Section B of this publication. Scheduling may be delegated to the unit training monitor, if applicable.

6.6.4.1. Ensures unit personnel successfully complete the SABC CBT (excluding exempt personnel) prior to attending the hands-on training class.

6.6.5. Documents successful completion of SABC training for SABC CBT and SABC hands-on training. Documentation of training may be delegated to the unit training monitor, if applicable.

6.6.5.1. Documentation of training includes updating SABC completion dates in the Advanced Distributed Learning System (ADLS), which can be accessed through the Air Force Portal, and updating on-the-job training (OJT) records/civilian personnel folders (as applicable).

6.6.5.1.1. Training documentation updates will be accomplished within five duty days of receiving training rosters, or by the next Unit Training Assembly (UTA) for ARC units.

6.6.5.2. SABC CBT training documentation is updated automatically in ADLS which can be accessed through the Air Force Portal.

6.6.5.3. SABC hands-on training documentation will be updated manually in the Off Line Course Completion section of ADLS.

6.6.5.4. Training documentation for personnel exempt from completing the SABC CBT will be updated manually in the Off Line Course Completion section of ADLS. The training completion date will be the same as the date SABC hands-on training was completed.

6.6.5.5. Training documentation for ADLS updates should be forwarded to the applicable unit SABC monitor for those personnel who are assigned to tenant units, GSUs, and limited scope facilities).

6.6.6. Implements the SABC instructor evaluation program IAW paragraph 12 of this publication.

## **6.7. Unit SABC Hands-on Training Instructor:**

6.7.1. Maintains SABC instructor qualifications and currency IAW paragraph 9 of this publication.

6.7.2. Provides SABC hands-on training to unit personnel and to personnel assigned to tenant units, GSUs, and limited scope facilities.

6.7.2.1. Personnel must successfully complete the SABC CBT, excluding exempt personnel IAW paragraph 7.2 of this publication, prior to attending the hands-on training class. Individuals who are unable to provide documentation will not attend the class until documentation is provided. Training currency is identified in Section B of this publication.

6.7.3. Provides rosters of trainees who are fully SABC trained to unit SABC monitors for unit notification, ADLS updates, and on-the-job training (OJT) record/civilian personnel folder (as applicable) updates within five duty days of training completion, or by the next UTA for ARC units.

6.7.4. Recommends trainees demonstrating SABC instructor potential to the unit SABC monitor.

### ***Section D—Programs***

## **7. SABC CBT Training.**

7.1. The SABC CBT is completed on ADLS which is accessed through the Air Force Portal. The SABC CBT must be completed and current, excluding personnel that are exempt IAW paragraph 7.2 of this publication, prior to attending the hands-on training.

7.1.1. Mass SABC CBT briefings are not authorized to fulfill this requirement. Personnel must complete the SABC CBT individually.

7.2. Personnel with a Primary or Duty AFSC of 4N1X1 are exempt from completing the SABC CBT. These personnel are still required to complete SABC hands-on training IAW their AEF Tempo Band or enabler status as outlined in Section B of this publication.

7.3. Current Nationally Registered Emergency Medical Technicians (NREMT) and personnel with a Primary or Duty AFSC listed in Attachment 2 of this publication are exempt from completing both the SABC CBT and hands-on training during their postured AEF vulnerability period. These personnel must complete the SABC CBT within 90 days prior to attending pre-deployment training as identified on the Temporary Duty (TDY) orders or within 90 days of the proceed on or about date as identified on the Contingency Exercise Deployment (CED) orders.

## **8. SABC Hands-on Training Class.**

8.1. The SABC hands-on training is completed in a classroom setting with qualified instructors.

8.2. SABC hands-on training instructors must teach each class utilizing the standardized hands-on training course materials located on the AFMS Knowledge Exchange SABC Knowledge Junction, which is accessed through the Air Force Portal or at <https://kx.afms.mil/sabc>.

8.2.1. SABC hands-on training instructors will ensure trainees are current in the SABC CBT prior to attending class, excluding those trainees that are exempt IAW paragraph 7.2. of this publication. SABC training currency must be maintained IAW Section B of this publication. Proof of SABC training documentation includes an ADLS certificate or



transcript. Individuals that are unable to provide documentation will not attend the class until documentation is provided.

8.3. Instructor to trainee ratio will not exceed 1 instructor to every 10 trainees (1:10). Group training that exceeds 1 instructor per 10 trainees is not authorized.

8.4. SABC hands-on training instructors are required to have 1 AF SABC Instructor Kit to every 10 trainees (1:10) (i.e. 2 kits are required when instructing 20 students in the same class). Group training that exceeds 1 AF SABC Instructor Kit per 10 trainees is not authorized.

8.4.1. The AF SABC instructor kit will be inventoried at the end of each hands-on training class. Missing items will be replaced and the kit will be re-stocked prior to teaching the next hands-on training class.

8.5. Recommended length of the SABC hands-on training class is two consecutive hours.

8.5.1. All curriculum requirements must be taught to each class. Curriculum will not be divided into separate training sessions or curtailed if not enough time is allocated for the class. If not enough time is allocated for a class, then the class must be rescheduled and the entire curriculum taught again.

8.6. The SABC hands-on training class requires trainees to practice and demonstrate skills included in the lesson plans.

8.6.1. SABC hands-on training instructors will physically demonstrate proper techniques and procedures on themselves, another individual, or a mannequin (as appropriate). This will be accomplished prior to trainees practicing and performing demonstration checks.

8.6.1.1. SABC hands-on training instructors will circulate among trainees and supervise/assist trainees as necessary during lessons requiring practice and demonstration checks.

8.6.1.2. SABC hands-on training instructors will assess each trainee's competence and document the successful/unsuccessful completion of measurement areas for each demonstration lesson. Performance checklists for each measurement area are located on the AFMS Knowledge Exchange SABC Knowledge Junction.

8.6.1.2.1. Trainees will receive additional training during class until they successfully pass the applicable measurement area.

8.7. SABC hands-on training instructors will provide personnel a certificate of completion NLT five duty days after successfully completing the hands-on training class or by the next UTA for ARC units.

8.7.1. The hands-on training certificate template is located on the AFMS Knowledge Exchange SABC Knowledge Junction, which is accessed through the Air Force Portal or at <https://kx.afms.mil/sabc>.

8.8. SABC hands-on training instructors will document class specifics (i.e. attendance rosters, demonstration checks, and critiques) NLT five duty days after completion of each class, or by the next Unit Training Assembly (UTA) for ARC units.

8.8.1. SABC hands-on training instructors will send a copy of the attendance roster to the unit SABC monitor NLT five duty days of completion of each class, or by the next UTA for ARC units.

8.8.2. Class specific documentation will be maintained IAW AFMAN 33-363 and AFMSA/SGXT guidance located on the AFMS Knowledge Exchange SABC Knowledge Junction.

## **9. SABC Hands-on Training Instructor Requirements.**

9.1. In order to adequately teach SABC hands-on training, instructors must not be in upgrade training for their AFSC. At a minimum, officer instructors will hold an AFSC 3-proficiency level and enlisted personnel will have an AFSC 5-skill level. General Schedule (GS) employees must have an officer or enlisted proficiency/skill level equivalent, as applicable.

9.2. Be appointed by their unit commander IAW paragraph 6.5.3. of this publication.

9.3. Successfully complete the SABC CBT (including exempt personnel), the SABC hands-on training class (including exempt personnel), and the SABC instructor course.

9.3.1. SABC hands-on instructors who completed a SABC instructor course prior to the publication of this Instruction are not required to attend the standardized SABC instructor course. However, they are highly encouraged to attend the standardized SABC instructor course in order to receive new information regarding SABC instructor duties.

9.4. Maintain SABC instructor teaching qualifications and instruct a minimum of three SABC hands-on training classes every 12 months within their unit or another unit.

9.4.1. Units unable to teach a minimum of three SABC hands-on training classes every 12 months must submit a request for a waiver IAW Section E of this publication.

9.5. Maintain SABC training currency IAW Section B of this publication.

9.6. Teach SABC hands-on training classes utilizing current, standardized SABC hands-on training course curriculum located on the AFMS Knowledge Exchange SABC Knowledge Junction.

9.6.1. Provide illustrative examples to support the instruction.

9.6.2. Teach proper techniques and procedures when leading practical skills demonstrations.

9.6.3. SABC instructors must always include and place special emphasis on hands-on skills demonstration and verification.

9.6.4. Instructor documentation will be maintained IAW AFMAN 33-363 and AFMSA/SGXT guidance located on the AFMS Knowledge Exchange SABC Knowledge Junction.

## **10. SABC Instructor Course.**

### **10.1. AFMSA/SGXT:**

10.1.1. Develops and maintains the standardized SABC instructor course.

10.1.2. SABC course materials, lesson plans, and presentations are located on the AFMS Knowledge Exchange SABC Knowledge Junction.

## 10.2. Wing SABC Advisor:

10.2.1. Schedules SABC instructor courses. Provides unit SABC monitors with class information for scheduling purposes.

10.2.2. Teaches SABC instructor courses utilizing current standardized curriculum located on the AFMS Knowledge Exchange SABC Knowledge Junction.

10.2.2.1. The SABC instructor course will include instructor utilization, lesson plan and course materials available and how to properly utilize them, proficiency in teaching all aspects of SABC hands-on training, return demonstration principles, performance checks, and documentation.

10.2.2.2. Instructor to trainee ratio will not exceed 1 instructor to every 10 trainees (1:10). Group training that exceeds 1 instructor per 10 trainees is not authorized.

10.2.2.3. SABC hands-on training instructors are required to have 1 AF SABC Instructor Kit to every 10 trainees (1:10) (i.e. 2 kits are required when instructing 20 students in the same class). Group training that exceeds 1 AF SABC Instructor Kit per 10 trainees is not authorized.

10.2.2.3.1. The AF SABC instructor kit will be inventoried at the end of each hands-on training class. Missing items must be replaced and the kit restocked prior to teaching the next hands-on training class.

10.2.2.4. Recommended length of the SABC instructor course is three consecutive hours.

10.2.2.4.1. All curriculum requirements must be taught to each class. Curriculum will not be divided into separate training sessions or curtailed if not enough time is allocated for the class. If not enough time is allocated for a class, then the class must be rescheduled and the entire curriculum taught again.

10.2.2.4.2. SABC hands-on training curriculum is located on the AFMS Knowledge Exchange SABC Knowledge Junction.

10.2.2.5. Trainees must be current in both the SABC CBT (including exempt personnel) and the hands-on training class (including exempt personnel) prior to attending the SABC instructor course.

10.2.2.5.1. Proof of SABC documentation must be provided to the instructor before the start of class. SABC training documentation includes an ADLS transcript. Individuals unable to provide documentation will not complete the class until documentation is provided.

10.2.2.6. Provide personnel a certificate of training NLT five duty days after successfully completing the SABC instructor course, or by the next UTA for ARC units. Provide one copy to the unit SABC monitor and maintain one copy for documentation purposes.

10.2.2.7. Course specific documentation will be maintained IAW AFMAN 33-363 and AFMSA/SGXT guidance located on the AFMS Knowledge Exchange SABC Knowledge Junction.

**11. Training Packages for the SABC Instructor Course and SABC Hands-on Course.**

11.1. AFMSA/SGXT SABC instructor course and SABC hands-on training curriculum, lesson plans, course material, and other guidance and resources are located on the AFMS Knowledge Exchange SABC Knowledge Junction.

11.2. SABC hands-on training instructors are required to have 1 AF SABC Instructor Kit to every 10 trainees (1:10) (i.e. 2 kits are required when instructing 20 students in the same class). Attachment 3 of this publication outlines AF SABC instructor kit requirements.

**12. Evaluations.****12.1. Wing SABC Advisor:**

12.1.1. Maintains oversight of the SABC instructor evaluation program.

12.1.2. Random no-notice evaluations of SABC instructors will be conducted to measure proficiency.

12.1.3. The SABC instructor evaluation program will assess instructor utilization, compliance with AFMSA/SGXT lesson plan and course material guidance, proficiency on teaching all aspects of the SABC hands-on training class, return demonstration principles, demonstration checks, course documentation, discipline and motivational training practices (as applicable), and resources management. Instructor evaluation checklists are located on the AFMS Knowledge Exchange SABC Knowledge Junction.

**12.2. Unit SABC Monitor:**

12.2.1. Implements the SABC instructor evaluation program.

12.2.1.1. Random no-notice evaluations of SABC instructors will be conducted to measure proficiency.

12.2.2. Evaluates each SABC instructor at a minimum of once every two calendar years.

12.2.2.1. SMEs can be utilized to support the SABC instructor evaluation program. SMEs must be current SABC hands-on training instructors in order to adequately perform evaluations of instructors.

12.2.2.2. Wing SABC advisors will establish selection and training procedures to ensure SMEs are qualified to perform assigned duties.

12.2.2.3. All SMEs must be approved in writing by the individual's unit commander and the wing SABC advisor.

12.2.3. Publishes written reports NLT five duty days after evaluations or by the next UTA for ARC units. Provides the original to the instructor, one copy to the instructor's commander, and maintains one copy for documentation purposes.

12.2.4. If evaluation results are "Needs Improvement" or "Unacceptable," takes appropriate action to provide recommendations for improved instruction and reports such findings to the individual's unit commander and the wing SABC advisor NLT five duty days of the evaluation or by the next UTA for ARC units.

12.2.4.1. SABC hands-on training instructors who receive an evaluation of "Needs Improvement" or "Unacceptable" will be re-evaluated within 30 days of the original

evaluation, or by the next UTA for ARC units. If an instructor receives an evaluation of “Needs Improvement” or “Unacceptable” during the re-evaluation, they are disqualified and no longer authorized to teach SABC classes.

12.2.4.1.1. Wing SABC Advisors will determine if trainees receive SABC hands-on training credit when an instructor receives an evaluation of “Needs Improvement” or “Unacceptable” after conferring with the evaluator.

12.2.4.2. Disqualified SABC hands-on training instructors must re-attend and successfully complete the SABC instructor course, and receive written approval by their unit commander and the wing SABC advisor prior to becoming re-qualified.

12.2.4.2.1. Wing SABC advisors will perform an evaluation within 60 days after the instructor becomes re-qualified, or two UTA’s for ARC units. Instructors who receive an evaluation of “Needs Improvement” or “Unacceptable” during these evaluations are permanently disqualified from teaching SABC classes for that assignment.

12.2.4.2.1.1. Disqualified instructors who PCS may volunteer to become SABC hands-on training instructors for their new unit of assignment. However, they must attend and successfully complete the SABC instructor course at their new unit of assignment.

12.2.4.2.1.2. Wing SABC Advisors will determine if trainees receive SABC hands-on training credit when an instructor receives an evaluation of “Needs Improvement” or “Unacceptable.”

12.2.4.3. SABC hands-on training instructors unable to meet the re-evaluation requirements (i.e. unit with less than 30 personnel) must submit a request for a deviation to the wing SABC advisor for consideration.

12.2.5. Evaluation specific documentation will be maintained IAW AFMAN 33-363 and AFMSA/SGXT guidance located on the AFMS Knowledge Exchange SABC Knowledge Junction.

### ***Section E—Training Exemptions***

**13. Waiver Requests** Waiver, exemption, and deviation requests must be routed and approved by the respective wing SABC advisor, MAJCOM SABC advisor and MAJCOM/SG, and then forwarded to AFMSA/SGXT through the SABC workflow box at [afsabc.workflow@pentagon.af.mil](mailto:afsabc.workflow@pentagon.af.mil).

13.1. Waiver, exemption, and deviation requests must include the following:

13.1.1. Reason for waiver, exemption, or deviation.

13.1.2. Training that will be accomplished in order to meet the intent of SABC training (training plans must be included with the request).

13.1.3. Expiration date, not to exceed one calendar year.

13.1.4. Concurrence from the unit commander, MTF commander or medical unit commander, and MAJCOM SABC advisor for their Personnel Accounting Symbol (PAS) code.

13.1.5. MAJCOM/SG (of the unit's PAS code) review and concurrence letter.

13.2. AFMSA/SGXT will provide the MAJCOM SABC advisor AF/SG3 written approval/disapproval of all SABC training waivers, exemptions, and deviation requests within 30 duty days of receipt of the request. Units must receive written approval prior to implementing SABC training waivers, exemptions, or deviations.

13.2.1. Approved waiver, exemptions, or deviation documentation will be maintained IAW AFMAN 33-363 and AFMSA/SGXT guidance located on the AFMS Knowledge Exchange SABC Knowledge Junction.

13.3. Not all mandated portions of SABC CBT are covered in advanced medical training (i.e. CLS, PHTLS, and TCCC). SABC CBT waiver, exemption, and deviation requests for individuals who have received training in these venues will not be granted.

DARRELL D. JONES, Lieutenant General, USAF  
DCS, Manpower, Personnel, and Services

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD 36-22, *Air Force Military Training*, 22 March 2004

AFI 36-2201, *Air Force Training Program*, 15 September 2010

AFMAN 44-163, *Joint First Aid Manual*, December 2002

AFPAM 10-100, *Airman's Manual*, 01 March, 2009

AFPAM 36-2241, *Professional Development Guide*, 01 July 2009

***Adopted Forms***

AF Form 847, *Recommendation for Change of Publication*

***Abbreviations and Acronyms***

**AC**—Active Component

**ADLS**—Advanced Distributed Learning System

**AEF**—Air Expeditionary Force

**AEFI**—Air Expeditionary Force Indicator

**AF**—Air Force

**AFI**—Air Force Instruction

**AFMAN**—Air Force Manual

**AFPD**—Air Force Policy Directive

**AFMS**—Air Force Medical Service

**AFMSA/SGXT**—Air Force Medical Support Agency/Operational Support and Training Division

**AFSC**—Air Force Specialty Code

**ARC**—Air Reserve Component

**CBT**—Computer Based Training

**CLS**—Combat Lifesaver

**CED**—Contingency Exercise Deployment

**DoDD**—Department of Defense Directive

**EA**—Each

**EET**—Exercise Evaluation Team

**ES**—Expeditionary Skills

**EST**—Expeditionary Skills Training

**GS**—General Schedule  
**GSU**—Geographically Separated Unit  
**HAF**—Headquarters Air Force  
**HQ AFRC/SG**—Air Force Reserve Command Surgeon  
**HQ USAF**—Headquarters United States Air Force  
**IAW**—In Accordance With  
**IFAK**—Individual First Aid Kit  
**MAJCOM**—Major Command  
**MAJCOM/SG**—Major Command/Command Surgeons Office  
**MCO**—Major Combat Operation  
**MPF**—Military Personnel Flight  
**MTF**—Medical Treatment Facility  
**N/A**—Not Applicable  
**NGB**—National Guard Bureau  
**NLT**—No Later Than  
**NREMT**—Nationally Registered Emergency Medical Technician  
**NSN**—National Stock Number  
**OJT**—On-the-Job-Training  
**OPR**—Office of Primary Responsibility  
**PAS**—Personnel Accounting Symbol  
**PCS**—Permanent Change of Station  
**PK**—Package  
**PHTLS**—Pre-Hospital Trauma Life Support  
**RMU**—Reserve Medical Unit  
**RDS**—Records Disposition Schedule  
**RO**—Roll  
**SABC**—Self-Aid and Buddy Care  
**SAM**—Structural, Aluminum, Malleable  
**SAV**—Staff Assistance Visit  
**SG**—Surgeon General  
**SME**—Subject Matter Expert  
**TCCC**—Tactical Combat Casualty Care



**TDY**—Temporary Duty

**UMD**—Unit Manning Document

**UTA**—Unit Training Assembly

## Attachment 2

## USAF MEDICAL PERSONNEL EXEMPT FROM SABC CBT &amp; SABC HANDS-ON TRAINING

**A2.1.** This Attachment contains a table of AFSCs that are exempt from SABC CBT and SABC Hands-on training.

**Figure A2.1. Table of USAF AFSCs that are Exempt from SABC CBT and Hands-On Training**

CURRENT AFSC	CORPS	DESCRIPTION
042F3	BSC	Podiatrist
042G3**	BSC	Physician Assistant
044A3	MC	Chief Hospital/Clinic Services
044B3	MC	Preventive Medicine
044D3**	MC	Pathologist
044E3**	MC	Emergency Services Physician
044F3	MC	Family Physician
044G3	MC	General Practice Physician
044H3	MC	Nuclear Medicine Physician
044K3**	MC	Pediatrician
044M3**	MC	Internist
044N3	MC	Neurologist
044P3**	MC	Psychiatrist
044R3**	MC	Diagnostic Radiology
044S3**	MC	Dermatologist
044T3	MC	Radiotherapist
044U3	MC	Occupational Medicine
044Y3**	MC	Critical Care Medicine
044Z3	MC	Allergist
045A3	MC	Anesthesiology
045B3**	MC	Orthopedic Surgeon
045E3**	MC	Ophthalmologist
045G3**	MC	OB/GYN
045N3**	MC	ENT
045P3	MC	Physical Medicine Physician
045S3**	MC	Surgeon
045U3**	MC	Urologist
046A3	NC	Nurse Administrator
046F3	NC	Flight Nurse

\*\* = All Shredouts

<b>CURRENT AFSC</b>	<b>CORPS</b>	<b>DESCRIPTION</b>
046N3**	NC	Clinical Nurse
046P3	NC	Mental Health Nurse
046S3	NC	Operating Room Nurse
046Y3**	NC	Privileged Advanced Practice Nurse
047B3	DC	Orthodontist
047D3	DC	Oral Pathologist
047E3	DC	Endodontist
047G3**	DC	Dental Officer
047H3	DC	Periodontist
047K3	DC	Pediatric Dentist
047P3**	DC	Prosthodontist
047S3	DC	Oral Maxillofacial Surgeon
048A3**	MC	Aerospace Medicine Physician, Spec
048G3**	MC	Aerospace Medicine Physician
048R3**	MC	Res Trn Flight Surgeon
048V3**	MC	Pilot Physician
4N0X1**	ENL	Aerospace Medical Service Technician
OTHER	OTHER	All Current Nationally Registered Emergency Medical Technicians (NREMT)

\*\* = All Shredouts

## Attachment 3

## USAF SABC HANDS-ON TRAINING INSTRUCTOR KIT

**USAF SABC Hands-on Training Instructor Kit:** National Stock Number (NSN): 6910-01-528-9455

A3.1. This Attachment contains a table of items included in the SABC Instructor kit.

**Figure A3.1. Table listing SABC Instructor Kit Items.**

NSN	DESCRIPTION	QUANTITY/UNIT OF ISSUE
6545-01-529-6339	Case, SABC HANDS-ON TRAINING COURSE Instructor Kit	1 EA
6545-01-528-6546	Individual First Aid Kit (IFAK)	1 EA
6515-01-129-5437	Nasopharyngeal Airway	11 EA
6515-01-521-7976	Combat Application Tourniquet	22 EA
6510-01-503-2117	Cotton Bandage Gauzes	11 RO
6510-01-492-2275	Emergency Bandage	12 EA
6510-01-525-3965	Triangular Bandage	22 EA
6515-01-494-1951	SAM Splint	11 EA
6510-01-522-2846	Adhesive Ace Bandage	11 EA
7540-DD-FOR-M138	DD Form 1380, U.S. Field Medical Card (Casualty Card)	1 PK (10 Cards)

**Note:** The SABC Hands-on Training Instructor Kit includes all of the items listed in the table above and each kit costs approximately \$1000.00. SABC hands-on training instructors are required to have 1 AF SABC Instructor Kit (NSN 6910-01-528-9455) for every 10 trainees (1:10) (e.g. 2 kits are required when instructing 20 students in the same class). Group training that exceeds 1 AF SABC Instructor Kit per 10 trainees is not authorized.